

Attachment 2A

EDGEWOOD COLLEGE

ENVIRONMENTAL MANAGEMENT SYSTEM PLAN

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The Edgewood College Environmental Management System (EMS) plan describes how Edgewood College currently manages environmental health and safety on its main campus. We do not have a certified ISO 14001 EMS nor is our EMS “functionally equivalent” to International Organization for Standardization standard 14001 (ISO 14001). But, we do have in place many elements found in ISO 14001 because the college has a core group of faculty and administrators who for many years have been committed to creating an environmentally-friendly living and learning community.

According to the Wisconsin Department of Natural Resources (DNR), an EMS should include details on environmental policy, planning, implementation and operation, checking and corrective action, and management review. Wisconsin Statute 299.83(1)(dg) provides a list of 12 elements that are essential for an EMS plan to be functionally equivalent to ISO 14001. We used these as our initial guideline in outlining an EMS plan.

During the 2005-2006 academic year, the two lead authors met with relevant constituents to gather information and formally develop an Environmental Management System plan based on DNR guidelines. The EMS plan includes all of the elements of an environmental management system described by ISO. Our plan is organized according to the 5 categories (in **bold**) and 12 elements (in *italics*) of a functionally equivalent environmental management system.

We look forward to working with DNR during the next year to identify gaps in our current plan and transforming the outline that follows into an EMS that is functionally equivalent to ISO 14001.

Environmental Policy

1. *Adoption of an environmental policy that includes a commitment to compliance with environmental requirement, pollution prevention, and continual improvement in environmental performance.*

Being in full compliance with environmental regulations, pollution prevention and continual improvement is codified among Edgewood College's formal strategic initiatives. Specific strategic initiatives include:

- Strive to attain national recognition as a college embracing the principles of education for sustainability in an urban setting;
- Develop a total college commitment to sustaining the environment ecologically, recycling, using recycled materials, and increasing our sensitivity to ecology and Native American architecture;
- Relate planning for the physical environment with the integrated learning plan;
- Develop a student friendly environment with a variety of indoor/outdoor spaces that are well maintained and aesthetically pleasing;
- Develop spaces for faculty, staff and students that will improve the working, learning, living, playing and worshipping environments.

Environmental Planning

2. *An analysis of the environmental aspects and impacts of an entity's activities.*
3. *Plans and procedures to achieve compliance with environmental requirements and to maintain that compliance.*
4. *Identification of all environmental requirements applicable to the entity.*
5. *A process for setting environmental objectives and developing appropriate action plans to meet the objectives.*

Edgewood College employs a full-time Environmental & Occupational Health and Safety (EH&S) Director. The EH&S Director reviews information from the Campus Safety Health and Environmental Management Association (CSHEMA), other technical associations, government publications and journals. The information is used to develop environmental objectives and appropriate action plans. The objectives and plans are submitted to the College Administration for approval.

The full-time EH&S Director's responsibilities include filing reports with the WDNR and day-to-day monitoring of the following:

- hazardous waste
- hazardous materials/recycling/remodeling waste

- asbestos
- confirmation of waste water results for Madison Metropolitan Sewerage District (MMSD)

Applicable environmental regulations identified by the EH&S Director and Edgewood College staff include the following:

- waste disposal
- asbestos
- fluorocarbon usage
- surface water
- waste water
- thermal air emissions
- pesticides and herbicides

In May 2005, Edgewood College's Environmental Studies Program instituted a "Green Campus Task Force" to engage students, faculty and staff in creating an environmentally sustainable living and learning community. The working group's goal was to more systematically organize our individual environmental efforts in partnership with Christine Hansen-Schlichenmaier, the college's Environmental & Occupational Health and Safety (EH&S) Director. Approximately 20 people attended the inaugural meeting held on June 6, 2005. After sharing their hopes and aspirations, the attendees created four green campus initiative working groups:

- 1) Three-School Unity Working Group: Develop an environmental project, such as extending the boardwalk along Lake Wingra, that would involve participation from students, faculty, and staff from Edgewood College, Edgewood High School, and Edgewood Campus School, which share the land owned by the Sinsenawa Dominican Sisters.
- 2) Eco-Student Organization Working Group: Develop a plan for engaging students at all three schools in an ecological student group.
- 3) Eco-Curriculum Working Group: Design curriculum that addresses environmental activities, such as eco-design, eco-poetry, environmental awareness, and environmental actions.
- 4) Edgewood College Environmental Indicator Report Working Group: Develop an indicator report to measure and benchmark our performance in creating an environmentally-friendly living and learning community on our main campus and Deming Way property.

Task force members met with key administrators to analyze college activities that impact the environment. The four primary categories determined by the task force for inclusion in an environmental indicator report are:

- 1) Hazardous waste and waste minimization
- 2) Energy use
- 3) Solid waste materials and recycling
- 4) Water use

Environmental Implementation and Operation

6. *Establishment of a structure for operational control and responsibility for environmental performance.*
7. *An employee training program to develop awareness of and competence to manage environmental issues.*
8. *A plan for taking actions to prevent environmental problems and for taking emergency response and corrective actions when environmental problems occur.*
9. *A communication plan for collaboration with employees, the public, and the department on the design of projects and activities to achieve continuous improvement in environmental performance.*

The EH&S Director is responsible for operational control and responsibility for environmental performance with support and input from the chemistry laboratory manager, facilities staff, grounds keeping staff, faculty, Green Campus Task Force, students and College Administration.

Employee training for science faculty and facilities staff includes waste handling and minimization and asbestos awareness and handling. The training is typically conducted every two years.

Edgewood College's "Emergency Response Plan" and "Chemical Hygiene Plan" outlines steps for taking actions to prevent environmental problems and for taking emergency response and corrective actions when environmental problems occur.

The EH&S Director, in partnership with the Green Campus Task Force, is developing a collaborative communication plan that highlights projects and activities associated with achieving continuous improvement in environmental performance. The campus environmental indicator report will contain benchmarks for hazardous waste and waste minimization, energy use, solid waste materials and recycling, and water use.

Environmental Checking and Corrective Action

10. *Procedures for control of documents and for keeping records related to environmental performance.*
11. *Environmental management system audits.*

Monitoring and measuring environmental performance is one of the duties of the EH&S Director. The EH&S Director maintains relevant documents and is responsible for record keeping and taking corrective and preventative actions related to environmental performance.

In addition, the Environmental Indicator Report being developed by the Green Campus Task Force will be used to gather additional information to be shared with the appropriate parties. The report will serve as an EMS audit mechanism.

Management Review

12. A plan for continually improving environmental performance and provision for senior management review of the plan.

The EH&S Director works in conjunction with Edgewood College's leadership team in developing and monitoring the school's environmental plan. The Environmental Indicator Report will serve as a method for continually improving environmental performance and be distributed to the college's leadership team for their input, feedback, and evaluation.

We are fortunate to work on a college campus that already honors the natural environment in its strategic plan and has a substantial number of faculty, staff, and students dedicated toward creating an environmentally friendly living and learning community. Much has already been accomplished and there still remains more to do.